

EXPENDITURE WORKSHEET INSTRUCTIONS

SCHOOL FACILITY PROGRAM

03/00

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SITE ACQUISITION AND DEVELOPMENT

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| DATE, PAYEE, WARRANT NUMBER, DESCRIPTION/ PURPOSE (these columns pertain to all worksheets) | Enter the date of the warrant, payee and warrant number for each entry under the appropriate column heading. The description/purpose column must be filled in with a concise yet adequate description of the work performed by the vendor. |
| PURCHASE PRICE OF PROPERTY | Enter the actual cost paid for the parcel(s) of property. |
| APPRAISAL FEES | Enter the costs associated with securing property appraisals and necessary updates. |
| ESCROW COSTS | Enter all charges normally included in the escrow agreement such as escrow charges and title insurance. |
| SURVEYING COSTS | Enter the costs associated with surveying the property such as determining grades and lines of streets, locations, dimensions, and floor elevations of existing buildings, other improvements, trees, right of way and service and utility line information. |
| SITE SUPPORT COSTS | Enter the costs associated with preparing EIR reports, relocation reports, determining relocation claims, site purchase negotiations, etc. |
| RELOCATION ASSISTANCE | Enter the costs associated with the displacement of any person, business, farm operation, non-profit organization in conjunction with property acquisition. |
| SITE DEVELOPMENT | Enter the cost to prepare the site for building construction including demolition of existing buildings for new construction, off-site, service-site, and utility-services if separate from the building contract. If bid together, enter the costs under the Main Building Contractor column. |
| OTHER COSTS | Enter any fees or costs that include, but are not limited to court costs, legal services and condemnation proceedings. |

PLANNING

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| ARCHITECT/ENGINEERING FEES | Enter the fees as negotiated in the Architect's agreement to design and engineer the construction project. |
| DSA FEES | Enter the fees as determined by the Division of the State Architect as required by law. |
| CDE FEES | Enter the fees as determined by the California Department of Education for the review of plans as required by law. |
| ENERGY ANALYSIS | Enter the fees paid to determine the necessary energy conservation measures in the project. |
| PRELIMINARY TESTS | Enter the amount paid for tests prior to the construction phase for soil tests, foundation tests, exploratory borings and site investigation. |
| OTHER COSTS | Enter any other planning costs such as advertising for bids, printing of blueprints, local agency plan check fees, etc. |

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STATE ALLOCATION BOARD

OFFICE OF PUBLIC SCHOOL CONSTRUCTION

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CONSTRUCTION

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| MAIN BUILDING CONTRACTOR | Enter the amount paid to the main building contractor. |
| CONSTRUCTION MANAGEMENT FEES | Enter the amount paid to the construction manager of the project to supervise the building construction. |
| OTHER CONSTRUCTION | Enter any construction costs not included in the main construction contract such as landscaping, portables, utility connection costs, air conditioning, asbestos abatement, telecommunication wiring for security, educational technology wiring, demolition if part of a modernization project, fire safety improvements, playground safety improvements, electrical system upgrades, seismic improvements, etc. |
| INTERIM HOUSING | Enter the amount paid for interim housing units to house students during building modernization. |
| INSPECTIONS | Enter the amount paid for inspection services provided during the construction of the project. |
| CONSTRUCTION TESTS | Enter the amount paid for construction tests provided during the construction of the project. |
| FURNITURE & EQUIPMENT | Enter the amount paid for Furniture & Equipment including equipment to increase school security. |

The following section is necessary only when there is savings remaining after funds have been expended for a project:

SAVINGS

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| FINANCIAL HARDSHIP REDUCTION | Enter the State's portion of the savings used to reduce the SFP financial hardship grant of this or other projects. NOTE: Use the DESCRIPTION/ PURPOSE column to identify the project(s) the savings were transferred to. |
| NON-INSTRUCTIONAL FACILITIES K-12 | Enter the amount used for non-instructional facilities for K-12 pupils. |
| REHABILITATION OF FACILITIES | Enter the amount spent on the rehabilitation of facilities that do not comply with the Field Act. |
| SEISMIC RETROFIT | Enter the amount spent for any necessary seismic retrofit work. |
| UNFUNDED DEFERRED MAINTENANCE | Enter the amount transferred to critical hardship projects approved on the unfunded list in the Deferred Maintenance Program. NOTE: Use the DESCRIPTION/PURPOSE column to identify the project(s) the savings were transferred to. |
| DEFERRED MAINTENANCE 5-YEAR | Enter the amount transferred to projects on the district's Deferred Maintenance Five-Year Plan that have been approved by the SAB under the provisions of the Deferred Maintenance Program. NOTE: Use the DESCRIPTION/PURPOSE column to identify the project(s) the savings were transferred to. |
| OTHER CAPITAL FACILITY PROJECTS | Enter the amount spent on any other capital facility projects within the District. NOTE: Use the DESCRIPTION/PURPOSE column to identify the project(s) the savings were transferred to. |